# **GENERAL COUNTY SERVICES**

#### **AERIAL PHOTOGRAPHY**

The Department offers aerial photography prints for the years 1964, 1970, 1980, 1990, 2000 and 2004. There is a charge for the prints.

#### **Contact:**

Department of Planning & Economic Development 1 S. Main St., 7th Floor Mount Clemens, MI 48043 (586) 469-5285 (586) 469-6787 (FAX)

(For more information, click GIS - Products)

#### ANIMAL SHELTER

(See listing under Public Health)

#### **BIRTH RECORDS**

Birth records are not public records and can only be obtained by the individual or the parents of the individual. Certified copy requests can be made in person, by mail, internet or fax.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #2

(For more information, click <u>Clerk's Office - Birth Records</u>)

#### **BUSINESS REGISTRATIONS**

(See listing under Job Training and Business Assistance)

## **CENSUS INFORMATION**

Receives and distributes census material as the Local Census Affiliate for Macomb County. The public has access to a library of census information and reports for Macomb County and its municipalities. Information requests can be made in person, in writing or over the phone.

### **Contact:**

Department of Planning & Economic Development 1 S. Main St., 7th Floor Mount Clemens, MI 48043 (586) 469-5285 (586) 469-6787 (FAX)

(For more information, click Planning - Census)

## CHILDREN'S SPECIAL HEALTH CARE SERVICES

(See listing under Public Health)

#### CIRCUIT COURT SECTION/FILE ROOM

This section processes court filings and personal protection orders. All documents filed with the court are entered onto the court computer system daily. The public may access case information by computer or in person. Certified copy requests can be made in person, by mail, fax or internet.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #1 (586) 783-8184 FAX www.macombcountymi.gov



(For more information, click <u>Clerk's Office</u>)

#### CIVIL DIVISION/OFFICE OF THE SHERIFF

Processes legal papers for attorneys and individuals who need to have court papers served on a defendant in a lawsuit. Citizens who file cases in Small Claims Court may be interested in using this service. Papers to be served can be mailed to the Sheriff's Office, attention Civil Division, or left in the County Clerk's Office. There is a fee for this service.

#### **Contact:**

Sheriff's Office Civil Division 43565 Elizabeth Road Mount Clemens, MI 48043 (586) 307-9383

# **CIVIL SERVICE COMMISSION**

The system is used in the Sheriff Department for employing, promoting, and disciplining employees.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main, 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #7

## **CLERK'S OFFICE**

Issues certified copies of birth and death certificates, marriage licenses, business registrations, notary public commissions, military discharges and concealed weapon permits.

### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120

www.macombcountymi.gov/clerksoffice E-mail: clerksoffice@macombcountymi.gov

Fax-on-Demand: (888) 992-5375 (Michigan); (310) 575-5035 (out-of-state)

(For more information, click Clerk's Office)

# CONCEALED WEAPONS LICENSING BOARD

Weapons training must be taken prior to the time of application. Applicants must apply within the county that they reside. Application kits can be picked up from the Clerk's Office, Sheriff's Office or any local police department.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main, 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #6

## CONCEALED WEAPONS PURCHASE PERMITS

Applications, purchase permits and registration are available for township residents who do not have a local police department within its geographical area.

## **Contact:**

Sheriff's Office General Office 43565 Elizabeth Road Mount Clemens, MI 48043 (586) 469-5151

(For more information, click <u>Clerk's Office</u>)

## **DEATH RECORDS**

Death records are not available for viewing, but may be purchased by anyone. Certified copy requests can be made in person, by mail, internet or fax. Death record indexes can be searched on the web at: www.macombcountymi.gov/clerksoffice.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #2

(For more information, click Clerk's Office - Death Records)

## **DEFERRED REAL ESTATE TAXES**

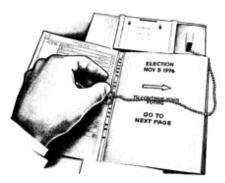
(See listing under Senior Citizen Services)

# **ELECTIONS**

Responsible for overseeing the printing and distribution of election ballots, conducting national, state, county, some school elections and complying with the Michigan Campaign Finance Act. It also assists in the canvass of votes in state, county, school, village and some city and township elections. Active registered campaign committee names can be searched on the web at: www.macombcountymi.gov/clerksoffice.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #8



(For more information, click Clerk's Office - Election Dept.)

## FINGERPRINTING AND RECORD CHECKS

Conducts fingerprinting and record checks for job applicants whose local police departments do not offer these services.

#### **Contact:**

Sheriff's Office General Office 43565 Elizabeth Road Mount Clemens, MI 48043 (586) 469-5151

## FRIEND OF THE COURT

Enforces all domestic relation orders and judgments entered by the Macomb County Circuit Court Family Division on matters of custody, parenting time, child support, healthcare and child care.

#### **Contact:**

Friend of the Court Court Building 40 N. Main St., 6th Floor Mount Clemens, MI 48043-8606 (586) 469-5160 (586) 469-7618 - 24 hour case information line

(For more information, click Friend of the Court)

#### **GENEALOGY**

Records for specified years are available for death, birth, marriage, and military discharges. Schedule for inspection is: Tuesday, Wednesday, and Thursday from 9:30 a.m. to 11:30 a.m. Anyone who searches records or requests copies will need to provide identification (i.e., driver's license or state identification).

## **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #2

(For more information, click Clerk's Office - Genealogy)

## **GRAPHIC INFORMATION SERVICES**

Offers hard and soft copy digital aerial orthophotography and maps of the County with information on municipal property lines, major streets, generalized topology, generalized zoning, land use, soils, flood insurance rate maps, utilities, school districts, wetlands and other various data. There is a charge for most maps.

# **Contact:**

Department of Planning & Economic Development 1 S. Main St., 7th Floor Mount Clemens, MI 48043 (586) 469-5285 (586) 469-6786 (FAX)

(For more information, click GIS)

## **GUARDIANSHIP/CAREGIVER MEDIATION**

A service designed to involve interested parties in the decision-making process. The program is in conjunction with the Resolution Center and the Center for Social Gerontology.

## **Contact:**

The Resolution Center 176 S. Main St., Suite 2 Mount Clemens, MI 48043 (586) 469-4714

#### GYPSY MOTH SUPPRESSION PROGRAM

A comprehensive spray program for control of the gypsy moth infestation. This program is a cooperative effort between MSU Extension, the state and local governments. Macomb County residents can call MSU Extension if they spot a gypsy moth egg mass or suspect infestation on their property.

#### **Contact:**

Macomb MSU Extension – Gypsy Moth Suppression Program VerKuilen Building 21885 Dunham Road, Suite 12 Clinton Township, MI 48036 (586) 469-5180

(For more information, click MSU Extension Center)

## HOUSING REHABILITATION PROGRAM

(See listing under Food, Shelter and Home Repairs)

#### LAND FILE SERVICES

Provides tax mapping, research and legal description services for real property to real estate owners, homeowners and general public.

## **Contact:**

Treasurer's Office 1 S. Main St., 2nd Floor Mount Clemens, MI 48043 (586) 469-5312

## LIBRARY SERVICES

(See listing under Education)

## MAPPING SERVICES

Offers thematic maps of the County with information on municipal property lines, major streets, generalized topography, generalized zoning, land use, soils, flood insurance rate areas, utilities, school districts, wetlands and other various data. There is a charge for most maps.

#### **Contact:**

Department of Planning & Economic Development 1 S. Main St., 7th Floor Mount Clemens, MI 48043 (586) 469-5285 (586) 469-6787 (FAX)

(For more information, click GIS - Maps)

## MARRIAGE LICENSES

Applications are processed with statutory requirements. Marriage licenses are not available for viewing, but may be purchased by anyone. Certified copy requests can be made in person, by mail, internet or fax. Applications can be downloaded from our web site at www.macombcountymi.gov/clerksoffice.

## **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #2

(For more information, click Clerk's Office - Marriage License)

## MEDICAL EXAMINER

The Medical Examiner investigates and determines cause and manner of death in any violent, sudden, unexpected, suspicious or otherwise unexplained death.

## **Contact:**

Central Health Service Center 43525 Elizabeth Road Mount Clemens, MI 48043 (586) 469-5214

(For more information, click **Public Health**)

## MILITARY DISCHARGES

Certified copies of Military Discharge papers (DD214) are available to the discharged military person or beneficiaries only. It is the responsibility of the service person to file copies of the original documents at the County Clerk's Office in the county of residence at the time of separation from the military. Certified copy requests can be made in person, by mail, or fax.

## **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #2



(For more information, click Clerk's Office - Military Records)

## MSU EXTENTION PROGRAMMING

(See listing under Education)

#### NAME CHANGES

Processes all petitions for legal change of name filed by adults and minors.

#### **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #1

## **NOTARY PUBLIC COMMISSIONS**

Applications are processed with statutory requirements. Applicants must apply in the county they reside in and be at least 18 years of age. Notary Public applications can be obtained in person, by fax or at our web site (www.macombcountymi.gov/clerksoffice) and can be filed in person or by mail. Notary verification can also be done on our web site.

## **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #4

(For more information, click Clerk's Office - Notary Public)

# PERSONAL PROTECTION ORDER ASSISTANCE CENTER

The PPO advocate helps citizens complete the PPO forms which assists the Circuit Court staff in filing the forms quickly and helps the judge in determining whether to grant the request.

# **Contact:**

County Clerk's Office Court Building 40 N. Main St., 4th Floor Mount Clemens, MI 48043 (586) 469-7494

(For more information, click Clerk's Office)

## **PROBATE**

Exclusive jurisdiction over decedent estates as well as testamentary and inter vivos trusts. Case evaluation offered.

## **Contact:**

Macomb County Probate Court 21850 Dunham Road Mount Clemens, MI 48043-1075 (586) 469-5290

(For more information, click Macomb County Probate Court)

## OFFICE OF PUBLIC AFFAIRS

The Office of Public Affairs is responsible for ensuring that the public is informed about Macomb County's activities and about the priorities and policies of the Board of Commissioners. The goal of the office is to be the source of the most current, complete and accurate information about Macomb County government.

# **Contact:**

Phil Frame, Director
1 S. Main St., 9th Floor
Mount Clemens, MI 48043
(586) 469-7239
(586) 469-5993 (FAX)
www.macombcountymi.gov/publicaffairs

(For more information, click Office of Public Affairs)

# **PUBLIC WORKS**

Provides storm drainage, wastewater disposal, water supply systems, soil erosion control, pollution control, subdivision plat review and environmental education.

## **Contact:**

Public Works Department
115 S. Groesbeck Highway
P.O. Box 806
Mount Clemens, MI 48043
(586) 469-5325 -- Administrative
(586) 469-5910 - Engineering
(877) 679-4337 - Report Polluters 24-Hour Toll Free Hot Line
(586) 469-5327 - Soil Erosion Control

(For more information, click <u>Public Works</u>)

#### REGISTER OF DEEDS

With a state-of-the-art electronic imaging system, this office records, indexes and provides access to land transactions such as deeds, mortgages, etc., and certain personal property filings known as UCC transactions. The public may access property records in the office from computer terminals and the internet (www.landaccess.com). Certified copy requests can be made in person or by mail.

# **Contact:**

County Register of Deeds County Building 10 North Main St., 2nd Floor Mount Clemens, MI 48043 (586) 469-7953

www.macombcountymi.gov/clerksoffice/RegisterOfDeeds in dex. as part of the control of the cont

Email: registerdeeds@macombcountymi.gov

Fax-on-Demand: (888) 992-5375 (Michigan); (310) 575-5035 (out-of-state)

Land Records: www.landaccess.com

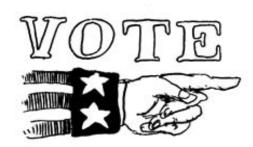
(For more information, click Register of Deeds)

## **VOTER REGISTRATION**

If you are a citizen of the U.S., at least 18 years of age on or before Election Day, and a Michigan resident for at least 30 days, you can register to vote. You may obtain a voter registration form via fax by calling 1-888-99-CLERK and requesting document 6590.

## **Contact:**

County Clerk's Office Court Building 40 N. Main St., 1st Floor Mount Clemens, MI 48043 (586) 469-5120, press #8



(For more information, click Clerk's Office)

# **WILLS**

For a nominal fee, any Macomb County resident may deposit a will for safekeeping. The contents will not be disclosed until depositor is deceased.

## **Contact:**

Macomb County Probate Court 21850 Dunham Road Mount Clemens, MI 48043-1075 (586) 469-5290

(For more information, click Macomb County Probate Court)